

Los Medanos College

Minutes of the Academic Senate

Date: Monday, October 10, 2011

Time: 3:00 p.m. – 5:00 p.m.

Location: CC2-222

Members Present: Scott Cabral, Estelle Davi , Phil Gottlieb, John Henry, Erich Holtmann, Mark Lewis, Cindy McGrath, Joe Meyer, A'kilah Moore, Christine Park, Ginny Richards, Clint Ryan, Alex Sample, Rebecca Talley, Sara Toruño-Conley, Janice Townsend (alt) Lois Yamakoshi and Dave Zimny.

Members Absent: Betty Pearman, Theodora Adkins (alt), Bill Fracisco, Lydia Macy, Cathy McCaughey, Pam Perfumo, and Colleen Ralston

Guests: Ken Alexander, Erik Brown, Kyle Chuah, Curtis Corlew, Lucio J. Diaz, Shershah Ebadi, Louie Giambattista, Christina Goff, Samuel Gonzalez, Correen Johnson, Sit al Banat Muktari, Gil Rodriguez, Tue Rust, Mitch Schweickert, Alex Sterling, and Michael Trade.

Item	Topic
<u>1.</u>	<u>Call to Order (A. Moore):</u> The meeting was called to order at: 3:03 p.m.
<u>2.</u>	<u>Public Comment (A. Moore):</u> a. Mitch Schweickert: The End of the World Hold'em Poker Tournament (good-bye party for former President, Peter Garcia) is on Friday, October 21. Dinner is at 5:00 PM, the tournament starts at 6:30 PM. Dinner is \$20 for non-players and buy-in for players is \$60 (includes dinner and \$1000 in chips).
<u>3.</u>	<u>Senate Announcements and Reports (A. Moore):</u> a. <u>Presidential Hiring Committee (A. Moore):</u> An email was sent by UF rep, Jill DeStefano regarding the desirable qualifications and list of challenges and opportunities for the incoming President. Faculty input is due by October 13, 2011 and can be emailed to A'kilah Moore or Jill DeStefano.

b. Student Success Task Force Email (A. Moore): Urge faculty to read through the Student Success Taskforce Document because there are a lot of recommendations that will affect the students and staff.

c. DGC (A. Moore):

- i. FSCC requested the Honorary Degree 2nd read be pulled from the agenda and taken to Faculty Consultation because it is a 10+1 item and the way it is written up does not include Senate involvement.
- ii. Chancellor Benjamin led a discussion regarding the impact of the layoffs on diversity particularly at LMC. She is including this issue in the district's achievement gap discussion. There was encouragement to continue these conversations across all constituencies district wide. This should be a future Senate agenda item.

d. SGC: Theodora Adkins

- i. President reported that student fees probably won't increase in the Spring they may increase from \$36 to \$46 per unit in the Summer 2012 semester. He restated that there will probably be no additional mid-year cuts.
- ii. President is considering cutting all Saturday classes and services for the Fall 2012 semester. His biggest concern is the number of thefts and incidents of vandalism that occurs on Saturdays while the campus is open. He stated that closing the campus on Saturdays would save on heating/cooling costs as well as minimizes the security problems. While he could not state the actual dollar amount of the savings, he will try to determine the actual forecasted savings and report back at a later date. He also stated that even though there would be no Saturday classes or student services on Saturdays, special events could still be held on campus on Saturdays. He would like input from the Academic Senate, Department Chairs, Staff, and Faculty about this proposal before he makes a final decision.
- iii. SGC discussed the member voting process. It was decided that members could and should ask to delay a vote on important items if they do not feel comfortable voting on the issue until after they have heard from their constituents.
- iv. When examining the **question: *What can I/we do to improve student achievement of outcomes at LMC (specifically, degrees/certificates and transfers?)***, it was asked if getting a job/employment could be added to the list of student success outcomes. It will be discussed at a future meeting.

e. GE Committee: Scott Cabral

- i. The GE committee has not met since the last Academic Senate meeting.
- ii. The first of two GE seminars this semester focusing on GE SLO 4, ethical implications, is Oct. 17.
- iii. The committee is still recruiting anyone from any department who can add a voice to the meetings.

4. Approval of Previous Minutes (A. Moore):

	<p>a. Attendance: Remove Phil Gottlieb from Members Absent.</p> <p>b. Motion to approve the minutes with one correction: D. Zimny; Second: S. Cabral; Vote: 12-0-0. The minutes were approved with one correction.</p>
<p>5.</p>	<p><u>Agenda Reading and Approval (A. Moore):</u></p> <p>a. Motion to approve the agenda: M. Lewis; Second: S. Cabral; Vote: 14-0-0. The agenda was approved.</p>
<p>AGENDA ITEMS -----</p>	
<p>6.</p>	<p><u>Appointments: Multiple Committees (C. Ryan):</u></p> <p>a. <u>Professional Development Advisory Committee (PDAC)</u>: Jeannine Stein resigned as the faculty rep and Rosa Armendariz volunteered to replace her. With no objections, Rosa Armendariz was appointed to PDAC.</p> <p>b. <u>Sabbatical Leave Committee</u>: Janice Townsend was appointed to the Sabbatical Leave Committee.</p>
<p>7.</p>	<p><u>GE COOR Process Feedback (A. Moore):</u></p> <p>a. At previous meetings the GE Committee rep brought forth concerns from GE Committee members regarding the GE COOR Process. As a result of these concerns, the Senate was asked to come up with recommendations to give to the GE Committee on the COOR process. Brentwood provided a handout with three recommendations and referenced the pages from the GE Position Paper (1982) that supported the recommendations:</p> <p><u>Brentwood Recommendations:</u></p> <ul style="list-style-type: none"> i. Review with a YES/NO view instead of “not enough” – supported by pg. 18, #3 and #4.2. ii. A course that is CURRENTLY a general education course does NOT need to be reviewed by the GE Committee when the COOR is updated. – supported by pg.19, #4.8. iii. Since the department chair’s signature reflects that the department believes the course meets the general education requirements, have a member of the GE Committee meet with the author/department chair if the GE Committee does not approve the COOR for general education. If they are unable to work out the differences, bring the course to the Academic Senate. – supported by pgs. 5, 12 & 17.

Behavioral Sciences Recommendations:

- iv. Professionalism
- v. Clear and consistent evaluations of the COORs.
- vi. Yes or No review to avoid inconsistencies.
- vii. Do not wordsmith.

- b. Comments on recommendation #2 by Brentwood: There was concern over the idea that once a course is considered a GE that it stands as one without the GE Committee's review unless there is a major change to the definition of a GE course. There was discomfort with the possibility of the Curriculum Committee approving the box without having the GE Committee review first, and an expressed desire for there to be integrity in the process of continually learning and getting better by improving the current practice (GE position/philosophy).
- c. Vote:
 - i. Motion to approve recommendation #1 from Brentwood – M. Lewis; Second – A. Sample; Vote = 6 – 3 – 6 (P. Gottlieb, R. Talley, J. Townsend, S. Cabral, C. McGrath and S. Toruno-Conley). The motion carries.
 - ii. Motion to approve recommendation #2 from Brentwood (D. Zimny); Second – A. Sample; Vote = 6 – 4 (J. Townsend, S. Cabral, G. Richards, S. Toruno-Conley) – 5 (E. Holtmann, M. Lewis, R. Talley, J. Meyer and C. Park) The motion carries
 - iii. Motion to approve recommendation #3 from Brentwood – S. Cabral; Second – M. Lewis; Vote = 8 – 3 (E. Holtmann; J. Townsend and J. Meyer) – 4 (S. Toruno-Conley, C. McGrath, R. Talley and G. Richards). The motion carries.

8. Changes to Title V Repeatability: January Furloughs & Semester grades now due 3 days after Final: Degree Audit (R. Armour):

- a. The Admissions Department is asking the faculty to help spread the word about the changes to Title 5 in regards to course repetition (see below). The department is also requesting that part-time faculty be informed and have the correct contact information forwarded (email).

Course Repetition and Withdrawals

Courses are not repeatable unless noted within the course descriptions listed in the catalog. Students may repeat a non-repeatable course only to alleviate a substandard grade of D, F or NC/NP.

Effective Summer 2012 students will be limited to enrolling in credit classes a maximum of three times. This includes students earning substandard grades or dropping with a "W." Students will be notified upon registration, beginning Spring 2012, if they are enrolling for a second time. Students enrolling for a third time will be blocked from registration and required to submit a

petition to repeat. Students are urged to manage course load and be aware of the number of enrollments for a specific course. Carefully consider dropping courses and understand all deadlines. Take advantage of tutoring and other support services to achieve successful completion of all courses.

When a course is repeated to alleviate a substandard grade, the previous grade will be disregarded in computing the student's grade point average. The substandard grade will remain on the student's transcript with a notation that the course has been repeated.

Courses that are repeatable are noted in the college catalog with the number of repeats allowed. Students may not repeat a course beyond the maximum repeats, even to alleviate substandard grades.

Course repetition cannot be used to make up an incomplete 'I' grade.

Withdrawals

Students who have documented extenuating circumstances such as accidents, illness or other circumstances beyond the control of the student, may apply for a withdrawal after the 75 percent of the term.

A 'W' shall not be assigned if the student withdraws due to the impact of fire, flood or other extraordinary conditions (petition required).

In the case of discriminatory treatment or retaliation for discriminatory treatment a 'W' shall not be assigned.

Active or reserve military students who receive orders compelling a withdrawal from courses will receive a military withdrawal which shall not be counted in the limit of withdrawals or progress probation.

Repeat of Biology Courses

Students who have received two substandard grades or 'W's or any combination in the same Biology 40, 45 or 50 course will be blocked from future enrollment in that course. Students may appeal the policy using the *Petition for Course Repetition* form.

- b. **January furloughs:** The Admissions Department is requesting that grades are submitted three working days from the day of the final and that faculty not wait until the 10th to submit them; waiting until the 10th will negatively affect the students and other departments (e.g. Financial Aid & EOPS). Although the policy is requesting that the grades be submitted three days after finals, it is possible for faculty to enter the grades on WebAdvisor by January 9th.

- i. Faculty feedback: The Senate would like an official policy that takes faculty concerns into consideration (not enough time

to give comprehensive finals and submit grades on such a short time frame). Robin Armour will share the concerns of the Senate.

- c. **Degree Audit:** Faculty now has the ability to run program evaluations for students using the Degree Audit program, to help advise them on where they stand in terms of graduating. This is only for advisement purposes. If faculty members want individual training they can contact Robin Armour in the Admissions Department.
 - i. Concerns: There was some concern over students' privacy because faculty will have access to student grades.

9.

Associate Degree GE Discussion (C. Ryan):

GE Philosophy – Revisiting GE Position Paper and Title 5 Definition of GE/AA SLO Criteria – Should It Change?

a. Overview (A. Moore):

The reasons for the Senate's development of the new AA Degree Requirement were brought forward and outlined in March of 2012. The process that the Senate had decided to work through were the following: working as a committee versus a task force; spending 30 minutes at each meeting on the AA Degree Requirement; starting with the Title 5 minimum and making a strong case for any additions; working backwards from Area D to A; taking straw polls along the way, conducting a final vote at the end of the process; and looking at the history of GE at LMC and how the Senate arrived to its current position. The Senate was reminded to be sure to share the details of the discussions to their constituencies to ensure that faculty is informed about what is taking place.

- i. Unanswered questions: In what way will the faculty as a whole be informed of the final recommendation of the Academic Senate as it pertains to the AA Degree (e.g. college assembly, forum); is everyone (Senators) present and represented at the Academic Senate; and what role will the GE Committee play in this process?
- ii. Why the Senate looked at the GE model (M. Lewis). The GE Model was initially looked at because the Senate was trying to solve the problem of the current AA Degree requiring too many units. The Senate thought that it would be easy to start backwards with Area D, but it proved to be unexpectedly difficult because LMC was not aligned with the State – what is considered to be GE by the State and LMC are two different definitions (e.g. Math is a GE by State definition but not at LMC). This misalignment resulted in the LMC Model having to separate GE boxes and requiring additional units, which is why GE became an issue in the AA Degree Requirement Discussion. In addition to misalignment issues, another issue that arose in the course of the AA Degree Requirement discussions was that the number of course offerings that satisfy LMC GE requirements has decreased within the last 5-10 years, particularly in Science which also affects diversity within the boxes.

b. Revisiting GE Position Paper and Title 5 Definition of GE:

- i. Be mindful of the philosophy as an integrated pedagogy; perhaps synthesizing it as guiding principles as the Senate moves forward.
- ii. If changes were major changes made to the GE SLOs, for example picking one or three instead of five, then it would make sense to revisit the GE Philosophy.

c. AA SLO Criteria – Should it Change?

Adding quantitative reasoning (6th SLO):

- i. Motion to ret rid of quantitative reasoning as a 6th GE SLO (S. Toruno-Conley); Second (S. Cabral); Vote: 7 – 1 (L. Yamakoshi) – 8 (P. Gottlieb, E. Holtmann, R. Talley, E. Davi, A. Sample, C. Park, G. Richards and D. Zimny). The vote carries.

Allow GE Criteria to assess 3 or more criteria:

- ii. The GE Committee thoughts on revising the GE SLOs: The GE Committee believes that every GE course should cover all the SLOs,; they support flexibility but do not support the 3 out of 6 option; they support and will help host a forum; they recommend a research component for any revision to the GE SLO process; and are concerned that the whole GE program may be altered reactively as a response to current stress about assessment or COOR approvals.
- iii. Faculty from Science would be willing to GE more courses if the process was easier.
- iv. Motion to keep all GE SLOs be part of the GE courses (J. Townsend); Second (S. Cabral); Vote = 6 – 4 (A. Sample, D. Zimny, M. Lewis and L. Yamakoshi) – 6 (P. Gottlieb, E. Holtmann, J. Meyer, R. Talley, E. Davi and G. Richards). The motion carries.

d. Next steps: Vote on Dii and What the Senate believes should be in every GE course.

10. Feedback for SGC on proposal for no Saturday classes on Fall 2012 Schedule (G. Richards):

- a. Richard Livingston was asking for feedback on the idea of closing the college down on Saturdays. The reasons for the consideration of this were lower enrollment in Saturday classes and the cost of keeping the college open with a minimal

	<p>number of people on campus. The following were the concerns and feedback:</p> <ul style="list-style-type: none"> i. Closing the college would have a big impact on Welding courses – a lot of the students work during the week and depend on the Saturday classes. ii. As it pertains to thefts, the major thefts occurred when the school was closed. iii. What would be the savings if the campus was closed on Saturdays? iv. Social Science offers a class on Saturday that has good enrollment, and would be willing to move the classroom to another area if the decision was to keep only one building open as opposed to the entire campus.
<p><u>11.</u></p>	<p><u>UF Town Hall Meeting Time Request (A. Moore):</u></p> <ul style="list-style-type: none"> a. There is a UF Town Hall Meeting scheduled for Tuesday, October 24th from 12:30 pm – 2:00pm. Jeff Michels (UF Rep) wanted to know if the Senate would be interested in having the Town Hall Meeting on Monday, October 24th during the last half of the Senate Meeting. <ul style="list-style-type: none"> a. The Senate decided that they would prefer that the Town Hall Meeting be held on its original date (Tuesday, October 25th).
<p><u>12.</u></p>	<p><u>ASCCC Curriculum Committee Best Practices Follow-up (J. Townsend):</u></p> <p>Tabled.</p>
<p><u>13.</u></p>	<p><u>Adjournment:</u></p> <p>Meeting adjourned at 5:01 p.m.</p>